

# UTILIZATION REVIEW

## UR.1

To provide high quality care to individuals served in a cost-effective manner, the organization reviews the use of its resources to help assure their proper allocation.

UR.1.1 Utilization review is a structured process that includes procedures and uses criteria, as required by applicable law or regulation.

UR.1.2 Depending upon the organization's size and complexity, the utilization review process can be performed through centralized decentralized activities.

## UR.2

The utilization review process provides recommendations pertaining to the sufficiency and use of the organization's resources.

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## UR.4

Methods for identifying problems in resource utilization are both concurrent and retrospective.

UR.4.1 Monitoring is used to identify problems and includes consideration of the following:

UR.4.1.1 the appropriateness and clinical necessity of admissions;

UR.4.1.2 the appropriateness and clinical necessity of continued stays in, and discharge from, an inpatient, partial-hospitalizations, or residential program;

UR.4.1.2.1 The period following admission in which review is to be initiated is established, as well as the length of stay norms in assigning continued stay review dates.

UR.4.1.2.1.1 Source of payment is not the sole basis for determining which individual served are reviewed concurrently.

UR.4.1.3 the appropriateness and clinical necessity of continued treatment and/or rehabilitation;

UR.4.1.4 the appropriateness, clinical necessity, and timelines of supportive services; and

UR.4.1.5 the use of staff, space, and, as indicated, other organizationwide resources.

UR.4.2 The findings from related quality assessment and improvement activities and other relevant documentation also are examined to identify problems.

#### UR.5

The organization delineates the responsibilities and authority of those involved in utilization review activities, including members of the professional staff, the administration, and, when applicable, any qualified outside organization contracted to perform review activities.

#### UR.6

The organization implements a written plan that describes the utilization review process and governs its operations.

UR.6.1 The written plan is approved by the professional staff, the administration, and the governing body.

UR.6.2 The written plan includes the following:

UR.6.2.1 a conflict of interest policy applicable to everyone involved in utilization review activities;

UR.6.2.2 a confidentiality policy applicable to all utilization review activities and to findings and recommendations;

UR.6.2.3 a description of the method(s) used to monitor resource allocation;

UR.6.2.4 a description of the procedures for conducting concurrent review; and

UR.6.2.5 a description of a mechanism for initiating discharge planning.

UR.6.3 The organization's utilization review process, including the written plan, criteria, and length-of-stay norms, is reviewed and evaluated at least annually and revised as necessary to reflect the findings from review activities.

#### UR.7

Review findings are reported to the appropriate departments and/or disciplines or to the professional staff and are integrated with the organization's overall quality assessment and improvement program.

#### UR.8

Revisions in the organizations written plan for professional services and staff composition incorporate, as appropriate, findings from the utilization review process.